

WASHINGTON HISTORIC PRESERVATION COMMISSION

Regular Scheduled Meeting - Agenda

Tuesday, June 4, 2013

7:00 PM

- I. **Opening of the meeting**
- II. **Invocation**
- III. **Roll call**

- IV. **Old Business**

- V. **Major Works, Certificate of Appropriateness**
 - A. **Major Works**
 1. A request has been made by Mr. James Helms to install a fence on one side and rear of the backyard of the property located at 528 East 2nd Street. Additionally, make repairs to existing chain link fence on other side of the backyard.
 2. A request has been made by Mr. Robin Banks to install wood rails on the front porch of the property located at 219-221 North Pierce Street. Work also includes moving two sets of wooden steps from their current location in the middle of the porch to the either end of the porch.
 - B. **Minor Works**
 1. A request has been made and approved by staff for a Certificate of Appropriateness to Mr. Ronald Jowczyk to replace in kind rotten material with like material for the property located at 713 W. Second Street.
 2. A request has been made and approved by staff for a Certificate of Appropriateness to Mr. Jessie Respass to replace Package Unit and Ductwork for the property located at 601 E. 2nd Street.
 3. A request has been made and approved by staff for a Certificate of Appropriateness to Ms. JoAnn Norton to change out a 3 ton condenser and place in the same location for the property located at 706 W. 2nd Street.
 4. A request has been made and approved by staff for a Certificate of Appropriateness to Mr. Michael Wrought to replace the heat pump and air handler for the property located at 501 W. Main Street.

- VII. **Other Business**
 1. Beacon Street Development, Moss Landing Update
 2. Design Guidelines
 3. Report on Demolition by Neglect

- VII. **Approval of Minutes – May 7, 2013**

- VIII. **Adjourn**

MAJOR WORKS

MR. JAMES R. HELMS

528 EAST 2ND STREET

**CONSTRUCT A WOODEN FENCE ON THE
REAR AND RIGHT SIDE OF THE REAR YARD**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 528 EAST 2nd STREET WASHINGTON NC

Historic Property/Name (if applicable): _____

Owner's Name: JAMES R HELMS

Lot Size: 52 feet by 210 feet.
(width) (depth)

Brief Description of Work to be Done:
I would like to fence in the backyard with a wood fence, the right depth is already fenced with chain link, but will need about 10-15 ft repair. The left depth + back will be fenced in with wood

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

JAMES Randle HELMS
(Name of Applicant - type or print)
528 EAST 2nd ST 27889
(Mailing Address) (Zip Code)
4/03/13 252 945 3165
(Date) (Daytime Phone Number)
[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: James Helms, 528 East 2nd Street, Place wooden fence in the backyard where there is currently no fence. Additionally, work would include repair of current chain link fence

A request has been made by Mr. Helms for a Certificate of Appropriateness to install a wooden fence in the backyard of the property located at 528 East 2nd Street and repair an existing fence also located in the backyard.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to *Mr. Helms for a Certificate of Appropriateness to install a wooden fence to the backyard of the property located at 528 East 2nd Street*. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.0** Streetscape and Site Design.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to *Mr. Helms for a Certificate of Appropriateness to install a wooden fence to the backyard of the property located at 528 East 2nd Street*. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.0** Streetscape and Site Design.

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to *Mr. Helms for a Certificate of Appropriateness to install a wooden fence to the backyard of the property located at 528 East 2nd Street*. This motion is based on the following finding of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.0** Streetscape and Site Design.



ADDRESS: 528 E. 2nd Street

TAX PARCEL NUMBER: 5685-07-9295

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 319

NON-CONTRIBUTING NUMBER:

CURRENT OWNER: James Randle Helms

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 1751

WINDOW STYLE: upstairs: 6/6 downstairs: same

DOOR STYLE: 6 Panel Colonial

ROOF MATERIAL: Tin

DESCRIPTION: Late 19th, early 20th century plain frame house. Turned porch posts.

OTHER FEATURES: (i.e. fences, accessory building, etc.): Storage- 1 S FR 12 x 24, Shelter- 12 x 12 (Attached to Storage), Gazebo- 10 x 10



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 528 East 2nd Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Mr. Helms, your property is located within 100 feet of the above referenced property.

Mr. Helms request is to install a wooden fence on one side of his backyard and make repairs to the current fence on the property located at 528 East 2nd Street.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday June 4, 2013

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtontnc.gov

Adjoining Property Owners: 528 East 2nd Street

- Rodney and Kara Whitley
532 East 2nd Street
Washington, NC 27889
- Mark and Susan Keusenkoth
524 East 2nd Street
Washington, NC 27889
- Cache Reed
518 East 2nd Street
Washington, NC 27889
- Dorcas O'Rourke
510 East 2nd Street
Washington, NC 27889
- Kit Yeung
509 East 2nd Street
Washington, NC 27889
- Eddie and Shirley Stone
513 East 2nd Street
Washington, NC 27889
- Fred and Jane Reed
411 Walnut Street #7595
Green Cove Springs, FL 32043
- Kevin and Gillian Duffy
1512 Briarwood Place
Raleigh, NC 27614
- Thomas and Gail Colley
3515 Lochnora Parkway
Durham, NC 27705

- Jessie Housley
525 East 2nd Street
Washington, NC 27889
- Jessie Respass
601 East 2nd Street
Washington, NC 27889
- InSystems Automation Inc.
2289 W. 5th Street, Suite 100
Washington, NC 27889
- Love, Faith and Victory, Inc.
P.O. Box 1475
Washington, NC 27889
- Moore Leasing Co.
PO Box 1627
Washington, NC 27889
- Kennys, Inc.
409 Western Blvd.
Jacksonville, NC 28546



PIN 01014001
 GPIN 5685-07-9295
 GPINLONG 5685-07-9295
 NAME1 HELMS JAMES RANDLE
 NAME2
 ADDR1 528 E 2ND STREET
 ADDR2
 CITY WASHINGTON
 STATE NC
 ZIP 27889
 PROP_ROAD 528 E 2ND ST
 ACRES 0.0000
 ACCT_NBR 873735
 MAP_SHEET 568509
 NBR_BLDG 4.0000
 DATE 5/26/2005 12:00:00 AM
 DB_PG 1456/0695
 LAND_VAL 52530.0000
 BLDG_VAL 68692.0000
 DEFR_VAL 0.0000
 TOT_VAL 121222.0000
 NBHD_CDE H
 NBHD_DESC HISTORICAL
 SUB_CDE
 SUB_DESC
 STAMPS 0.0000
 SALE_PRICE 0.0000
 ZONE RHD
 LAND_USE
 DISTRICT 01
 PROP_DESC 1 LOT 528 EAST 2ND STREET
 MBL 56850981
 EXMPT_PROP
 EXMPT_AMT 0.0000
 ROAD_TYPE P

Map data ©2013 Google - [Terms of Use](#) [Report a map error](#)

MAJOR WORKS

MR. ROBIN BANKS

219-221 NORTH PIERCE STREET

**INSTALL WOODEN RAILS ON FRONT PORCH
AND MOVE WOODEN STEPS TO EACH END
OF THE PORCH**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 219/221 N. Pierce St.

Historic Property/Name (if applicable): _____

Owner's Name: Robin Banks

Lot Size: 100 feet by 100 feet.
(width) (depth)

Brief Description of Work to be Done:

Install wood rails on front porch & move wooden steps to each end of porch porch is 32 feet wide

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Robin Banks
(Name of Applicant - type or print)

550 E main St.
washington nc 27885
(Mailing Address) (Zip Code)

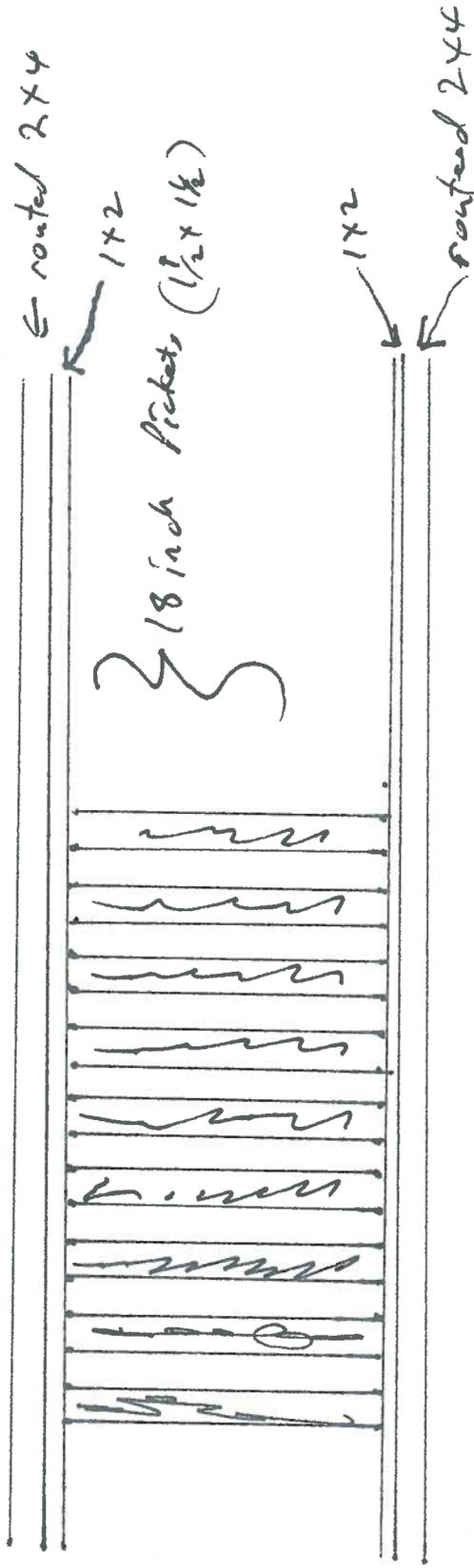
5-20-13 252/943-8253
(Date) (Daytime Phone Number)

[Signature]
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.



4 sections placed between existing 4x4 post





REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: Robin Banks, 219-221 N. Pierce Street, Install wood rails onto the front porch and move wooden steps to either end of the porch.

A request has been made by Mr. Banks for a Certificate of Appropriateness to install wood rails onto the front porch and move the wooden steps to either end of the front porch of the property located at 219-221 N. Pierce Street.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to *Mr. Banks for a Certificate of Appropriateness to install wooden rails on the front porch and move the wooden steps to either end of the front porch of the property located at 219-221 N. Pierce Street.* This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0** Changes to Existing Buildings.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to *Mr. Banks for a Certificate of Appropriateness to install wooden rails on the front porch and move the wooden steps to either end of the front porch of the property located at 219-221 N. Pierce Street.* This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0** Changes to Existing Buildings.

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to *Mr. Banks for a Certificate of Appropriateness to install wooden rails on the front porch and move the wooden steps to either end of the front porch of the property located at 219-221 N. Pierce Street.* This motion is based on the following finding of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.0** Changes to Existing Buildings.



Map data ©2013 Google - [Terms of Use](#) [Report a map error](#)

PIN 01014206
 GPIN 5675-69-8614
 GPINLONG 5675-69-8614
 NAME1 BANKS ROBIN T
 NAME2 BANKS TERESSA W
 ADDR1 550 E MAIN ST
 ADDR2
 CITY WASHINGTON
 STATE NC
 ZIP 27889
 PROP_ROAD 221 PIERCE ST
 ACRES 0.0000
 ACCT_NBR 105759
 MAP_SHEET 567500
 NBR_BLDG 1.0000
 DATE 9/1/2000 12:00:00 AM
 DB_PG 1177/0279
 LAND_VAL 26108.0000
 BLDG_VAL 21058.0000
 DEFR_VAL 0.0000
 TOT_VAL 47166.0000
 NBHD_CDE A1
 NBHD_DESC ZONE1 AVERAGE
 SUB_CDE
 SUB_DESC
 STAMPS 40.0000
 SALE_PRICE 20000.0000
 ZONE R6
 LAND_USE
 DISTRICT 01
 PROP_DESC 1 LOT 221 & 223 PIERCE STREET
 MBL 567500173
 EXMPT_PROP
 EXMPT_AMT 0.0000
 ROAD_TYPE P



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 219-221 N. Pierce Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Mr. Banks, your property is located within 100 feet of the above referenced property.

Mr. Banks requests to install a wooden rail on the front porch of the property and move the steps to the outer sections of the porch on the property located at 219-221 N. Pierce Street.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday June 4, 2013

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtonnc.gov

Adjoining Property Owners: 219-221 N. Pierce Street

- Lewis and Sarah Sloan
PO Box 1847
Washington, NC 27889
- Barbara Winfield
527 W. Main Street
Washington, NC 27889
- Gary Williams
600 W. 2nd Street
Washington, NC 27889
- Carlos Gorham Trustee
909 S. Belgrade Rd.
Silver Springs, MD 20902
- John Curtis Jenkins
PO Box 333
Chocowinity, NC 27817
- WSD, Inc.
607 W. 3rd Street
Washington, NC 27889
- Ernest Cole
PO Box 283
Chocowinity, NC 27817
- Deasvetoe and Essie Black
222 N. Pierce Street
Washington, NC 27889

MINOR WORKS

OTHER BUSINESS

DEMOLITION BY NEGLECT PRESENTATION

East 2nd Street



#601. Brick house, 1 story
Needs attention, windows broken, trash



#412 rotting foundation, vines growing in window . No one living in home



#238 Rotting wood, porch rotting, window damage



210 no one living in house, in extreme danger, [IBX]. *****



#124. Paint and wood rot



#247 house is falling down, vines

West 2nd Street



#515 Board covering rot damage on front and window



#624 Extreme rot damage on eaves, front boards (Deathridge)



#739. Teal blue house, wood rot, back is exposed plywood *****



Section 8 Apts General disrepair

West 3rd



Commercial #881 entire building



1930's bungalow, vacant, broken glass, disrepair

#721 General disrepair



#615 Vacant, broken windows, roofing, rotting wood



#845 Rot, missing railings, general state of disrepair



#229 Pierce. Rotting wood, vacant, for sale, porch issues



#843 Rot, missing railings, general state of repair.



#224 vacant, watch for disrepair





#221 broken windows, porch rot, general issues



#207 Broken windows ,porch rot, general issues

West Main



#738 Roof, porch railings, window damage, wood rot, shingles down



#736 brick home, vacant for 30 years needs inspection



#404 general state of disrepair, needs paint, needs wood work



#236 wood rot, rotted column, window boarded up

East Main



#215 Wood rot, paint, porch sags



#423 Vacant, wood rot, general disrepair. Needs inspection/ abandoned vehicle



#213 In Danger, general maintenance issues



#431. General disrepair, wood rot



#516. Broken windows, wood rot



#528 vacant duplex, general despair



#550 wood rot on porch around eaves



#120 wood rot, vines growing on side of house

Water Street



#420 vacant, vines growing in house non-contributing



#312 House slated for demolition



#228 paint and wood rot on roof



2 Vacant Homes, general disrepair, window rot, roof



?, Hyatt House 1785. Window broken, vacant. Need to make sure it does not deteriorate, broken chimney xxxxx

N. Bonner



#327 bad shape, rot, disrepair



#307 Extreme danger, bad shape *****

N Harvey



#325. Imenent danger. Everything *****



#210 extreme porch rot

******* Houses in imminent danger, need to access as soon as possible (4 Homes)**

XXXX This is a historically significant home and needs to be monitored



#335 rotted wood, roof needs work



#230 confirm that house is being worked on, in bad shape

MINUTES

WASHINGTON HISTORIC PRESERVATION COMMISSION

Regular Scheduled Meeting – Minutes

Tuesday May 7, 2013

7:00pm

Members Present

Gerri McKinley Judi Hickson

Jerry Creech Rebecca Clark

Victoria Rader

Members Absent

Ed Hodges

Kasey Stone

Others Present

John Rodman, Community & Cultural Services Director

Jessica Selby, Administrative Support

I. Opening of the meeting

The Chairman called the meeting to order.

II. Invocation

A moment of silence meditation was taken.

III. Roll Call

A silent roll call was taken by staff.

IV. Old Business

A request has been made by Anne and Matthew Willard for a Certificate of Appropriateness to demolish the structure located at 324 East 2nd Street because of the cost of renovation.

John Rodman came forward. He provided the Commission with the section of the General Statutes that deals with demolition of historic properties. He explained that if someone comes and requests demolition, the Commission cannot delay that request unless it is a designated land mark. He stated that the Commission can delay that demolition for 365 days. Mr. Rodman also presented the Commission with a section from the Handbook for Historic Preservation Commissions of North Carolina, which stated that they do have the right to delay the demolition and states very clearly what is supposed to happen if the Commission delays that demolition.

He explained that as a Commission they have certain obligations that they need to fulfill. Mr. Rodman then explained that the Commission can also waive that 365 day delay and grant demolition. He then explained how the Commission can waive the delay. Mr. Rodman stated that if the Commission felt 365 days is more than enough time for the Commission to seek some alternatives, then the Commission can grant a reduction in that 365 days. He explained that if the Commission does decide to delay the demolition then during the delay period the Commission must negotiate with the owner and others to try and find a way to preserve the property and such efforts should begin immediately. He stated that the commission must define some steps which they would like to do in order to find some alternatives to demolition.

Anne and Matthew Willard came forward and were sworn in. Ms. Willard stated that she reviewed the minutes from the last meeting and there seemed to be some unanswered questions because they were not present. Ms. Willard then explained how they came to the decision to demolish the property and even to purchase it to begin with. Ms. Willard stated that none of the Commission members have toured the most critical elements of the house such as the roof and the foundation, so they have asked Dr. Jim Coke to talk about the structure specifically, on their behalf. She explained that they intend to demolish the structure and they feel it is in the best interest of the historic district. She stated that as they understand the Commission's role in preservation, it is to preserve the character of the historic district and not necessarily a specific structure. She stated that the area is enhanced by historic homes that are well maintained, however dilapidated properties serve no purpose; they only detract from the district. Ms. Willard stated that houses that are allowed to deteriorate are a shame, but there is nothing they can do at this point in their vision to save this particular property. Ms. Willard stated that they live in a community that has been there long before any of them and will be there long after, so what is new today will be old tomorrow. She stated that she hoped after the presentation the Commission will agree that demolish is in the best interest of the historic district.

Ms. Willard then gave a review of their history with the property. She stated that they purchased the adjacent property (318 East 2nd Street) in 1999 and at that time they decided they did not want to live next to a house that had peeling paint and over grown bushes. She explained that Matthew Willard painted the house at 324 E 2nd Street at their expense and trimmed all the bushes, to give at least the appearance of a maintained property. Ms. Willard stated that they continued to do this for a long time and currently their lawn care person mows the grass there so it does not seem to be in as bad a shape as it is. Ms. Willard stated that she felt this is why many people feel the house is restorable, but what they do not understand is the structure and some of the condition. Ms. Willard stated that in 2003 they let the owner of the property at 324 E 2nd Street know that they were interested in buying the property, but they were not interested in selling. Then in 2005 she stated that they decided to make a firm offer and again the previous owner did not accept the offer. She stated that at this point they had not been inside the house and they did not know the condition of the house. At that point Ms. Willard explained that they had intended on rehabbing the property, but those plans have

obviously changed. Ms. Willard stated that looks can be deceiving and they didn't want someone to come in and turn it into rental units and make it simply livable. She stated that they didn't want to live next door to that, so they were still interested in purchasing the property up to 2012. Ms. Willard stated that they were approached by the previous owner in September 2012 to see if they were still interested in purchasing the property and they said yes. Ms. Willard explained that they still hadn't been in the house and to their knowledge no one had. She stated that they decided in October 2012 to get the property appraised and that appraisal was summited at the last meeting. She then outlined some of the conditions listed in that appraisal.

Ms. Willard stated that the roof is a big concern of theirs and they feel it presents a safety hazard to the adjacent property owners and to people. Ms. Willard then questioned what they would be preserving if the house stayed. The roof would be new, the foundation would be new, and all major features of the house would be new. She stated that the house would basically be new except for some doors, molding, and floorboards. She stated that frankly that was not enough to justify the cost to save the house. Ms. Willard explained that they are not investors; they are home owners that just want to maintain their property. She explained that they are not in the position to invest in the house and hope to make it back. And with that and the condition of the house they came to the conclusion that demolition is in the best interest for them and the historic district.

Ms. Clark asked if they purchased the property in 2012 with the purpose of tearing it down. Ms. Willard stated that at that point they had not been in the house and it wasn't until they got the appraisal that they realized the house was in bad shape. She stated that they did have the idea of preserving the area; they did not want someone to come in and put up a simple structure. She explained that they purchased a renovated home in 1999 and since then they have had to replace numerous areas of the structure, so they know the kind of workmanship that can go into a home to make it look good. Ms. Clark then asked if the Willards had any type of inspection done before they purchased the house. Ms. Willard stated that they did not; they only had the appraisal done. She stated that the cost of the home wasn't significant and they did not need a mortgage. Ms. Clark then asked if they had done anything to the home since they purchased it other than the exterior and yard up keep. Ms. Willard stated that they had not and they do not have any intention of doing that. Ms. Clark asked if they had considered selling the home to someone who wanted to rehab it. Ms. Willard stated that they are concerned about some of the workmanship that goes into some of the rehabbed properties that have been done and once they sell the house they have no control over what they do with the property. She explained that they live very close to that property so they really have an interest in maintaining the property, but not the house. Ms. Hickson asked about the inspection done by Mr. Wayne Harrell. Mr. Rodman explained that Mr. Harrell did a minimum housing inspection and found that the house does not meet the minimum housing requirements, which means some things would have to be done before someone could move in. He explained that Mr. Harrell also looks at whether or not the house is an emanate danger or health hazard and if in his option the house

is a hazard, then he condemns the house. Mr. Rodman stated that just because the house is being condemned, doesn't mean it can't be repaired if someone wants to spend the money to do that. He explained that in this situation Mr. Harrell did not feel the house was a health hazard, which needed to come down immediately. Ms. Willard and the Commission discussed the condition of the house further and Ms. Willard stated that she didn't feel anyone would want to take the house in its current condition. Ms. Willard stated that this is an old house, but it is not a historically significant house. She explained that she could not find any historical reference to this house. Mr. Creech talked about preserving the houses in the historic district and some of the houses that have been brought back and rehabbed. He stated that these old houses make the historic district and Washington what it is. Victoria Radar stated that if houses keep getting torn down, after 30 years Washington probably will not have a historic district.

The Chairman opened the floor.

Dr. Jim Coke came forward and was sworn in. Mr. Coke explained that when the Commission members came to visit the house many items were not looked at including the roof, attic, and the crawl space. He then explained in detail the hazardous condition of each of these elements of the house. He discussed the bat colony in the attic and the guano in the attic and elaborated on the foundation and general condition of the house. Mr. Coke stated that the Willards had received an estimate of \$180,000 restoring the house to a "livable" condition, but Mr. Coke stated that he felt the cost would exceed that amount. In terms of economics, Mr. Coke stated that you would have to be insane to rehab the house. Mr. Coke went through the guidelines and pointed out the fact that the Commission cannot deny a demolition, but can delay it for up to 365 days. He stated that a demolition delay that accomplishes nothing will alienate local property owners who will view the delay as pointless. Mr. Coke stated that it was his conclusion that the founders of the guidelines did not envision a 365 day delay as being standard or automatic. He explained that they viewed any delay as being only long enough to ascertain if someone wanted to move the building and restore it. He stated that in his opinion no one will want this house. Mr. Coke then spoke about the contribution of this house to the character of the historic district and the need to reduce the delay period if the demolition is not approved. Mr. Coke stated that a delay of more than 2 months, in his opinion, would be a violation of the guidelines and it would subject the Willards to a liability of having a vacant house. Mr. Coke presented the Commission with photographs of the house's condition and explained what each photo showed. Mr. Coke stated that it was his opinion that the house is not salvageable and he is very much in support of tearing down the house.

Steve Radar came forward. He stated that in terms of the historic character of the house, it's not really a matter of whether something important in history happened at the house. He stated that what is important with a historic district is the whole and any time the district loses a house it detracts from the neighborhood as a whole. Mr. Radar stated that what is important here is maintaining the historic character of the district. He stated that the materials in this house cannot be found anymore and once you lose the quality materials they are gone. He stated that

if a house is destroyed it does more harm to the district, then a restoration to a house. He again stated that once a house is destroyed it is gone forever and cannot be replaced. He stated that this house is shown as a contributing structure in the inventory of the historic district; therefore it is a historically significant house and should be preserved. Mr. Radar spoke about the condition of the house. He explained that there have been many houses that have been restored that were in this condition or even worse condition before they were rehabbed. Mr. Radar stated that it is just a matter of finding the right people who care about these houses and are willing to do the work. Mr. Radar further discussed the structure's condition and the fact that it is not that uncommon to find these conditions in historic homes in the district. He stated that he felt the worse message that the Commission could send is that it is ok for someone to buy a house in order to destroy it. Mr. Radar stated that if the Willards did not intend on restoring the house then they should have let someone purchase the home that might. He stated that he understood not wanting to have a cheap rental nearby, but there are ways to deal with that if need be. He then discussed the affect moving the house would have on the district. Mr. Radar spoke about his personal experience with historic homes and restoring them. He stated that he has never known of any delay less than a year, so he felt a 365 day delay was appropriate. He stated that he hoped there can be some cooperative work with the owners to save the structure. He urged the Commission to delay the demolition for 365 days and then take appropriate action in trying to work with the owners to find a way to restore the home.

Mr. Rodman came forward to define what is considered a contributing structure. He explained that an inventory was done back in 1997 that designated which structures are contributing and non-contributing. He stated that one of the factors has to do with the age of the structure and the one other factor is if the structure has been altered in any way that will affect the historical significance of the home. He explained that the actual structural condition of the home is not a factor. Mr. Rodman stated that this particular home is listed as a contributing structure in the inventory.

There being no others coming forward the floor was closed. The Commission discussed the request further.

Ms. Clark stated that the house is listed as a contributing structure and they are bound to look at it as a contributing structure. Baring that in mind she felt that the house should be saved. Ms. Clark stated that she is deeply disturbed that they have a situation where you can buy a house with the intention of tearing it down. She stated that she is worried about the precedence of them saying that it's ok to do that. Ms. Clark stated that she has been through the house and knows what it will take to rehab the property and she knows that it is not cheap, but she is aware of three other homes that were in this same condition, if not worse, and they have been restored beautifully. She explained that she is aware of the cost and how expensive it can be to restore these homes. She stated that her job as a Commission member is to look at a house and see if it can be saved and if it can be saved, to do whatever she can to save it. For

that reason she stated that she could not in, good conscience, say that this home can be demolished.

Rebecca Clark made the following motion: I move that the Historic Preservation Commission delay a Certificate of Appropriateness to Anne and Matthew Willard to demolish the structure located at 324 East 2nd Street. The delay in the Certificate of Appropriateness shall not exceed 180 Days. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Section 6.0 Demolition and Relocation. Ms. Clark stated that she would like to see this pursued with the Willards to see if something can be done to save this home. Judi Hickson seconded by motion. The motion was approved with a majority vote with Victoria Radar voting in opposition.

V. Major Works, Certificate of Appropriateness

A. Major Works

1. A request has been made by Ms. Gerri McKinley for a Certificate of Appropriateness to demolish the existing garage/workshop and construct a new garage/workshop in the same footprint at the rear of the property located at 405 East Main Street.

Judi Hickson made a motion for Ms. McKinley to excuse herself from the Commission. Her motion was seconded by Rebecca Clark. All voted in favor and Ms. McKinley stepped down to present her request.

Ms. McKinley was sworn in. She stated that they have a garage/workshop in their rear yard. She presented photographs of the existing structure to the Commission. She explained that they are interested in including a second story on the new garage. She stated that they investigated the feasibility of doing a half story on the existing structure, but the existing structure is not strong enough to hold the second story addition. She explained that the existing structure has had extensive termite damage throughout the years and they have repaired the damage numerous times. She stated that the current foundation is not strong enough to bare a second story, so they are asking respectfully to take the existing structure down and construct a new structure in the exact same footprint in order for them to add a second story. Ms. McKinley explained the other damage and presented the Commission with a drawing of the proposed new structure. She stated that the workshop is not a contributing structure and that the structure was built in the 1960s/1970s. Rebecca Clark asked if they planned on painting the structure white to match the house. Ms. McKinley stated that they would be painting it to match the house. Ms. Clark then asked about the height of the structure in relation to the house. Ms. McKinley stated that it would be 22ft and their house is way higher. Mr. Rodman stated that he did check and it will not exceed the height of the principle structure. Ms. McKinley stated that they have received approval from both of their neighbors. Ms. McKinley stated that they would be using hardi-plank siding and shingles for the roof.

The Chairman opened the floor. David Clark, neighbor, came forward and spoke in favor of the request. There being no others coming forward the floor was closed.

Rebecca Clark made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Gerri McKinley to demolish the existing garage/workshop and construct a new garage/workshop in the same footprint with appropriate materials at the rear of the property located at 405 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings and Chapter 6.0 Demolition. Her motion was seconded by Victoria Radar. All voted in favor and the motion carried.

Judi Hickson made motion to allow Ms. McKinley back in her seat on the Commission. Her motion was seconded by Rebecca Clark. All voted in favor.

2. A request has been made by Mr. Dominic Reising for a Certificate of Appropriateness to remove the old rotten shed and construct a new 12'x15' shed at the rear of the property all on the property located at 117 McNair Street.

Dominic Reising came forward and was sworn in. He explained that he would like to demolish a shed that is currently on his property. He explained that the shed is rotten and too large. He stated that the current shed is located on a low section of the yard, so it tends to flood. Mr. Reising stated that he would like to build a new smaller shed directly adjacent to the old shed. He then presented some plans of the proposed new shed. He explained that he has tried to give the new shed an even more historic character than what the old shed has. Ms. Clark asked if the new shed would be on a concrete slab. Mr. Reising stated that it would be. Ms. Clark then asked about the height of the new shed in comparison to the house. Mr. Reising stated that he did not know the exact height of the house, but it would be much shorter than the house and it will not be visible from the street. He stated that the new shed would be smaller than the existing shed.

The Chairman opened the floor.

Tom Molon, neighbor, came forward and was sworn in. Mr. Molon elaborated on the rotten condition of the existing shed and spoke in favor of Mr. Reising's request.

There being no others coming forward the floor was closed.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Dominic Reising to remove an old storage shed and construct a new 12'x17' shed in the rear yard of the structure located at 117 McNair Street. This

motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.0 Changes to Existing Buildings Section 3.12 Outbuildings & Accessory Structures. The motion was seconded by Gerri McKinley. All voted in favor and the motion carried.

3. A request has been made by Mr. Bill Litchfield, representing Litchfield Holdings, for a Certificate of Appropriateness to demolish the existing vacant building located at 230 Water Street. The building is a non-contributing structure.

Mr. Bill Litchfield came forward and was sworn in. He stated that he is requesting a demolition permit for the non-contributing structure at 230 Water Street. Mr. Litchfield stated that the building is in an irreparable condition. He stated that all the windows are boarded up and the building is an eye sore. Ms. Hickson asked if he had any plans to put something else on the site once the building is removed. Mr. Litchfield stated that he did have some plans to put something there, but didn't feel he needed to discuss that at this point. Ms. Hickson asked about the adjoining house. Mr. Litchfield stated that he also owned the house adjacent to this building.

The Chairman opened the floor. Steve Radar came forward and spoke in favor of removing the structure. There being no others coming forward the floor was closed.

Victoria Radar made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. Bill Litchfield, representing Litchfield Holdings, to demolish the structure located at 230 Water Street. The building is a non-contributing structure. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 6.0 Demolition and Relocation. Her motion was seconded by Judi Hickson. All voted in favor and the motion carried.

4. A request has been made by Ms. Gale Morgan for a Certificate of Appropriateness to repair and replace the wood windows with vinyl-clad windows that match existing windows on the 2nd floor of the building located at 133 and 135 West Main Street.

William Hardison, representing Ms. Gale Morgan, came forward and was sworn in. Mr. Hardison stated currently 2 of the windows at the rear of the structure are boarded up. He explained that the frames rotted and the windows fell out. He stated that Ms. Morgan wants to improve the appearance of the building. He explained that no one is living on the second floor, but she would like to remove the boards and install windows. Mr. Hardison stated that they would just be repairing the windows at the front of the building and the look will stay the same. Mr. Hardison explained that the new windows would match the existing windows at the rear of the structure.

The Chairman opened the floor. There being no one coming forward the floor was closed.

Gerri McKinley made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Gayle Morgan to repair and replace the wood windows with vinyl-chad windows that match existing window on the 2nd floor of the structure located at 133 & 135 West Main Street. The large windows on the front will be repaired. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.0 Changes to Existing Buildings Subsection 3.4 Windows and Doors. The motion was seconded by Judi Hickson. All voted in favor and the motion carried.

5. A request has been made by the City of Washington for a Certificate of Appropriateness to construct a replica of the old Pamlico Point Lighthouse to house public restrooms and boater facilities. The facility will be constructed along Stewart Parkway at the western end of the promenade.

Mr. Rodman came forward and presented the request. He explained that the City has received a public access grant from Coastal Area Management to build some waterfront restrooms and boating facilities. He explained that once the grant was received the community got together and thought it would be nice to construct a replica of the old Pamlico Point Lighthouse to house the facilities. He explained that it would be at the western end of the promenade approximately where the flag pole currently is located. He stated that the flag pole would be removed and relocated closer to Respass Street. He explained that it will be a two story structure with the ground floor housing the restrooms/boaters facility and the upstairs will be the dock masters facilities. He stated that once the construction is finished they will be able to remove the old temporary restrooms and the old dock masters office. He presented the Commission with construction drawings of the structure and discussed the materials and elements of the building. Ms. Hickson asked about the tree that is in that area. Mr. Rodman stated that the tree would stay and there would not be any trees removed. Ms. Hickson asked about the windows on the ground floor. Mr. Rodman pointed out the small windows and stated that they were basically for light. He explained that the State did not want them to have very many windows on the structure. The Commission discussed the request further. Mr. Rodman stated that the office on the second floor would not be open to the public, so it would not require ADA handicap accessibility. Ms. Hickson expressed her concern with having the dock master on the second floor of the structure and their reaction time in case of an emergency.

Rebecca Clark made the following motion. I move that the Historic Preservation Commission grant a Certificate of Appropriateness to the City of Washington Planning and Development Department to construct a replica of the old Pamlico Lighthouse to house public restrooms and boater facilities. The facility will be constructed along Stewart Parkway at the western end of the promenade. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 5.0

New Construction and Section 5.1 Downtown Commercial Construction. The motion was seconded by Gerri McKinley. The motion passed with a majority vote, with Judi Hickson voting in opposition.

B. Minor Works

1. A request has been made by and approved by staff for a Certificate of Appropriateness for Ms. Stacy Thalmad to repair and replace the exterior siding with like material on the structure located at 239 East 3rd Street in order to repaint the structure.
2. A request has been made and approved by staff for a Certificate of Appropriateness to Mr. Michael Wrought to replace a section of existing 6 foot wooden fence with like materials on the structure located at 501 West Main Street. The damage to the fence was caused by a car accident.
3. A request has been made and approved by staff for a Certificate of Appropriateness to Mr. Jonathon Jones to replace the rotten siding with like material on the structure located at 524 West 2nd Street.

Rebecca Clark made a motion to approve all minor works. Victoria Radar seconded the motion. All voted in favor and the motion carried.

VI. Other Business

1. Coastal Warning Display Towers

Mr. Rodman came forward and explained what a coastal warning display tower actually is. He explained the history of the tower and how it came to end up in the rear yard at 720 West Main Street. Mr. Jim Miller currently owns the house at 720 West Main Street and is in the process of selling the structure, so he would like to donate the old weather tower to the City. Mr. Rodman stated that the City Council is fine with the cost of moving the tower, but they do not have a set location for the tower. He went through and pointed out the 5 proposed locations for the tower. He explained that the City Council would determine the location, but the request would come back before the Commission for a COA before reconstruction. Mr. Rodman stated that Commission members could go before the City Council with their location preferences.

2. Demolition

Mr. Rodman discussed demolitions in the historic district further and answered questions about current demolitions. The Commission discussed sending owners a request to sell properties that they wish to demolish. They also discussed enforcement in order to catch houses before they fall into disrepair. Ms. Clark stated that she has a list of 25 houses that the City needs to look at

and 7 of those houses are in dire need of attention. Mr. Rodman then explained the process of contacting property owners that the City takes when a house is falling into disrepair.

Mr. Rodman updated the Commission on the Dan McNeil fence COA. The Commission discussed the issue and their ruling. Mr. Rodman also explained the appeal process.

VII. Approval of Minutes – April 2, 2013

Rebecca Clark made a motion to approve the April 2, 2013 minutes. Her motion was seconded by Victoria Radar. All voted in favor and the minutes were approved.

VIII. Adjourn

There being no further business. Judi Hickson made a motion to adjourn. The motion was seconded by Victoria Rader. All voted in favor.